

November 10, 1999

MEMORANDUM FOR: Program Office Resource Managers

FROM: Howard G. Borgstrom
Working Capital Fund Manager

SUBJECT: October Working Capital Fund Billing

This memorandum transmits the October, 1999, charges to your program for the Working Capital Fund. A copy of this billing has been forwarded to the Chief Financial Officer for entering into DISCAS and FIS.

FY 2000 Projections

For all WCF business lines, revised cost estimates for FY 2000 were provided to your organization by memorandum dated May 12, 1999. However, we are currently in the process of updating our projections for current FY and FY 2001 costs to incorporate: (1) FY 1999 usage experience, (2) revised rate structures, (3) changes in infrastructure metrics, (4) new Service Agreements and, (5) recent organizational realignments. We will issue our revised projections with the November billing and include them in the Fund's FY 2001 Congressional Budget estimates as well. For the current billing cycle, we have omitted reference to projected annual amounts and consequently have not attached Tables III, IV and V which would normally display those amounts.

Advance Payments for FY 2000

You are requested to authorize advance payment to the Fund as soon as FY 2000 funding is available. Please do so no later than the effective date of the November Approved Funding Program (AFP). Timely payments to the Fund are necessary for the various business lines to provide uninterrupted contractual support and to execute initial acquisition plans for goods and services within established procurement deadlines as well as to ensure payments are made to vendors within the guidelines of the Prompt Payment Act. The CFO issued guidance in September, 1998 (Working Capital Fund, Administrative Control of Funds), which addresses the subject of payments to the Fund as follows:

“Funds shall be (1) collected at the beginning of the fiscal year and (2) sufficient to cover estimated costs of providing the goods and services for the fiscal year. In situations where full funding is not appropriated; i.e., during the period of a continuing resolution, a pro rata share of the customer organization's advance payment shall be paid to the WCF until full funding becomes available.”

We have prepared a standard Payment Authorization Memorandum to facilitate advances to the Working Capital Fund. A sample has been distributed as a WordPerfect file through E-mail to all Program Resource Managers who have issued such authorizations previously. You are

encouraged to use this standard format if it meets your requirements. Unlike FY1999, we do not provide a matrix to designate payments by individual WCF business line. That is necessary only in those instances where your organization has established administrative control levels for each business in its Approved Funding Program (Financial Plan).

Otherwise, advance payments should be authorized as a single lump-sum amount covering all enterprises of the Fund. Such total payments will then be allocated by the Capital Accounting Center to the various business lines as appropriate to fund actual costs incurred (or projected to be incurred). Where more than one Appropriation or Funds Control is involved, the total amount authorized for each funding classification must be specified. In this case, actual costs incurred will be prorated between multiple funding categories in the same proportion as funding is provided, within each business line, unless an alternate distribution is indicated.

Cost and Payment Analysis

The following table is attached to assist you with your analysis of actual monthly WCF expenditures:

Table I	Summarizes costs for the current billing cycle only and provides separate columns for some business lines to distinguish between charges that are assessed monthly and those assessed annually or quarterly.
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Brief explanatory comments, are provided as follows:

Supplies

The enclosed bill reflects actual usage of supplies for the month of October both as purchased through the various Supply Stores and as ordered through Requisition.

Mail Services

The enclosed bill includes **annual** charges for internal distribution services at \$9,500 per mail stop assigned to your organization. Consistent with FY 1999, customers will not be assessed charges for national pouch mailing or for shared ("common") mail stops. This results from business line savings of approximately \$100,000 yearly. Charges for outgoing metered mail and special handling charges incurred during October are also included.

Photocopying

This bill reflects charges for actual October usage only. Per copy rates for central and staffed facilities have been reduced 12% from 3.2 cents per copy to 2.8 cents per copy. Other charges remain unchanged from FY 1999:

1. 1.5 cents for dedicated copies
2. 50.0 cents for color copies

Printing and Graphics

The enclosed bill reflects charges for Printing jobs ordered and Federal Register notices published during October. It also includes charges for indirect Graphics support at the rate of one-twelfth the annual assessment, based upon the pro-rata share of total service costs as determined by usage of such service in FY 1999. Graphics charges remain the same as for FY 1999 (in total); however, proportional assessments for individual customers may increase or decrease due to relative changes in usage of Graphics services from FY 1998 to FY 1999.

Building Occupancy

The October bill reflects charges for the first quarter of the FY and is equal to one-fourth of the full annual estimate for space assigned to your organization as of October 1, 1999. This estimate is consistent with recently negotiated and authorized Service Agreements. Overall charges for indirect Building costs are lower than previous estimates by \$300,000 due to a reduction in the cost of Electronic Support Services.

Telephones

The October bill includes actual usage costs for August. In addition, infrastructure charges, based upon the number of phone lines currently assigned to your organization, appear at the rate of one-twelfth the annual estimate. Cost accruals recorded in FY 1999 for August and September estimated usage will be reversed with the November bill and appear as negative amounts on your statement.

Network

October charges, based upon the number of LAN connections currently assigned to your organization, are included at the rate of one-twelfth the annual estimate.

Desktop

The enclosed Desktop bill incorporates time and materials charges for service actually used during October. Charges for subscription and warranty service are also included at the rate of one-twelfth the annual cost, where applicable.

Payroll Processing

October charges are for the full **annual** amount assessed to your organization, based upon actual on-board staffing at the beginning of FY 2000 and are consistent with estimates presented in the FY 2001 Budget Submission (May 12, 1999).

Executive Information Service

October charges are for the full **annual** amount assessed to your organization, based upon actual number of system users connected as of the beginning of FY 2000 at \$425 per installation.

WCF Information Sources

Bound copies of the WCF Guide to Services, Policies and Procedures (3rd Edition), may be obtained by contacting Pete Richards (6-2354) or Dean Smith (6-6761). The Working Capital Fund now has a Home Page on the Web through which you can access useful information including the following:

- o The monthly summary billing tables (I-V) with accompanying transmittal memo;
- o Announcements of upcoming Board meetings and Board meeting minutes;
- o The latest edition of the WCF Guide;
- o An explanatory Overview and historical background of the Fund.

The Home Page address is: <http://www.hr.doe.gov/wcf>

Downloading instructions are provided on the Web Page. If you have questions or comments please contact Dean Smith by e-mail or by phone at 6-6761.

Billing Inquiries

To deal with specific billing issues, we recommend that you contact the following individuals:

BUSINESS LINE	BILLING CONTACT	TELEPHONE
Administrative Services: Building Occupancy Supplies Mail Printing and Graphics Copying	John Harrison	586-3611
Information Management: Telephones Desktop Services Networking	Maryanne Wallace Ronald Shores	(301) 903-4353 (301) 903-2780
Contract Closeout	Jeff Rubenstein	(202) 426-0100
Executive Information Svcs.	Miriam Kurtyka	(301) 903-2970
Billing Process and Policies	Peter Richards	586-2354
	Howard Borgstrom	586-3960

We recommend that you use e-mail to communicate your questions, because that permits better tracking of concerns both by you and by us.

Thank you for your cooperation.

cc: Working Capital Fund Board
Attachments

ATTACHMENT 1

ADDRESS LIST FOR WCF BILLING

<u>PROGRAM</u>	<u>ADDRESSEE</u>	<u>COPY</u>
BCA	B. Van Doren	
BPA	W. Marlowe	R. Seifert
CFO	R. Emond	R. Fulwood
CI/PA	T.J. Hopkins	L. I. Brown
CN	M. O'Neal	
DP	R. Greenberg	
ED	L. Rudnick	
EE	F. Glatstein	
EH	G. Judge	L. Gasperow
EIA	G. Goodwin	
EM	E. Bronstein	T. Burdette
FE	C. Roy	
FI	L. M. Brown	
GC	D. Bullington	
HG	R. Tedrow	P. Spencer
IG	J. Gibson	B. Schrum
IN	L. Cain	
MA/AB/QM/S	H. Borgstrom	
MD	S. Haller	
NE	W.J. Colsh	L. Soo Hoo
NN	T. Ryder	N. Holmes
NR	D. Griffith (Crystal City)	
OA	L. Gasperow	
PC	C. O'Gwin	
PML	M. Livingston	
PO/IA	L. Whitted	C. Jagessar
RW	L. Barrett	J. Ross
SC	M. Vallette	J. Venneri
SO	N. Holmes	S. Furr
WT	R. DeGrasse	M. Mescher

WCF BOARD MEMBERS

CFO	M. Telson	IN	L. Sanchez
DP	T. F. Gioconda	MA	D. Klaus
EE	D. Reicher	NE	W. Magwood
EH	D. Michaels	NN	R. Gottemoeller
EI	J. Hakes	PO	M. Mazur
EM	C. Huntoon	SC	M. Krebs
FE	R. Gee		
GC	Mary Anne Sullivan		

Summary of Current Month Bill - October, 1999
(WHOLE DOLLARS)

TABLE IA

BILLING CYCLE	MONTHLY	MONTHLY	ANNUAL		MONTHLY	MONTHLY		MONTHLY	QUARTERLY	MONTHLY	
ORG CODE	SUPPLY	MAIL	MAIL DISTRIB.	TOTAL MAIL	DEDICATED COPIERS	CENTRAL FACILITIES	TOTAL COPYING SERVICE	PRINTING & GRAPHICS	BLDG OCCUP	BLDG ALTERATION	TOTAL BLDG OCCUP
AB	130	67	9,500	9,567	113	1,067	1,180	382	36,903	0	36,903
BCA	9	14	0	14	28	203	231	0	40,139	0	40,139
BPA	279	19	9,500	9,519	0	0	0	657	26,822	0	26,822
CI	832	502	19,000	19,502	959	1,190	2,149	413	139,554	0	139,554
CN	1,302	356	9,500	9,856	427	1,328	1,756	3,994	109,515	0	109,515
CR	8,713	1,816	57,000	58,816	5,544	1,030	6,574	1,507	408,170	0	408,170
DP	30,231	393	19,000	19,393	1,904	4,264	6,168	12,472	728,824	0	728,824
ED	1,101	569	38,000	38,569	539	2,169	2,708	3,909	119,558	0	119,558
EE	12,762	5,042	9,500	14,542	2,025	9,191	11,216	31,616	996,883	0	996,883
EH	13,054	1,136	38,000	39,136	4,752	3,483	8,235	2,177	809,618	0	809,618
EIA	9,013	5,665	76,000	81,665	427	9,143	9,570	33,084	1,314,038	0	1,314,038
EM	14,235	1,331	38,000	39,331	12,966	2,191	15,157	5,361	1,110,488	0	1,110,488
FE	5,323	1,401	19,000	20,401	4,774	2,729	7,503	8,031	479,472	0	479,472
GC	5,468	272	23,750	24,022	1,395	1,402	2,797	2,392	571,928	0	571,928
HG	657	264	9,500	9,764	804	2	806	791	155,193	0	155,193
IA	3,974	68	14,250	14,318	0	1,372	1,372	300	161,580	0	161,580
IG	1,938	676	19,000	19,676	623	1,418	2,041	2,397	327,532	0	327,532
IN	1,419	243	9,500	9,743	2,053	0	2,053	332	258,307	0	258,307
MA	18,532	7,402	223,250	230,652	11,062	12,819	23,881	49,195	2,197,945	0	2,197,945
MD	1,098	205	9,500	9,705	1,111	52	1,163	482	102,318	0	102,318
NE	1,893	2,347	29,500	31,847	3,340	1,527	4,867	1,099	191,968	0	191,968
NN	2,556	1,481	9,500	10,981	4,108	5,432	9,540	3,290	548,063	0	548,063
NR	586	0	0	0	0	0	0	0	80,505	0	80,505
OA	274	18	9,500	9,518		17	17		36,839		36,839
PA	1,646	386	28,500	28,886	5,601	11,487	17,088	10,330	105,668	0	105,668
PC	117	3	9,500	9,503	140	33	174	312	27,282	0	27,282
PO	2,569	341	14,250	14,591	1,306	420	1,726	1,561	157,058	0	157,058
RW	1,202	107	9,500	9,607	715	832	1,547	920	259,830	0	259,830
S	1,545	107	9,500	9,607	2,052	229	2,282	3,718	179,891	0	179,891
SC	14,387	3,005	19,000	22,005	1,379	3,166	4,546	3,290	475,788	0	475,788
SO	15,890	3,231	114,000	117,231	3,981	2,549	6,530	9,085	1,930,917	0	1,930,917
WAPA	0	4	9,500	9,504	0	19	19	3,227	28,564	0	28,564
WT	727	20	9,500	9,520	500	70	571	175	78,224	0	78,224
Bus. Line	3,891	0	0	0	0	0	0	0	0	0	0
TOTAL	177,354	38,491	922,500	960,991	74,631	80,837	155,467	196,499	14,195,382	0	14,195,382

Summary of Current Month Bill - October, 1999
(WHOLE DOLLARS)

TABLE IB

MONTHLY	MONTHLY		MONTHLY	MONTHLY	MONTHLY	ANNUAL	MONTHLY	ANNUAL		
PHONE USAGE	PHONE LINES	TOTAL PHONE SERVICE	DESKTOP SUPPORT	NETWORK	CONTRACT CLOSEOUT	PAYROLL PROCESS	EXECUTIVE INFO SERVICE	INDIRECT FUND ADMIN.	TOTAL OCTOBER	ORG CODE
88	622	710	62	551	0	753	425	0	50,663	AB
16	459	474	321	65	0	941	0	0	42,194	BCA
164	819	982	0	32	0	0	0	0	38,291	BPA
1,246	3,046	4,292	1,615	1,263	0	7,907	0	0	177,528	CI
402	2,587	2,990	317	777	0	2,071	0	0	132,577	CN
2,559	15,884	18,443	3,376	12,049	2,160	39,724	19,975	0	579,507	CR
7,254	29,115	36,369	4,824	24,390	5,760	340,387	850	0	1,209,667	DP
761	3,046	3,806	359	1,911	2,080	6,778	3,825	0	184,604	ED
9,871	26,233	36,104	7,642	20,989	11,880	96,393	4,675	0	1,244,700	EE
4,909	24,333	29,242	4,596	21,054	720	57,045	0	0	984,877	EH
11,561	27,248	38,809	1,350	130	3,440	69,659	0	0	1,560,757	EIA
12,533	33,241	45,775	10,575	25,782	6,280	412,306	4,250	0	1,689,539	EM
4,868	14,705	19,573	10,189	10,980	10,800	175,842	850	0	748,965	FE
2,471	11,168	13,639	2,293	7,612	480	30,311	1,700	0	662,642	GC
370	2,489	2,859	438	2,364	0	7,719	850	0	181,441	HG
1,610	4,520	6,130	823	3,142	0	11,484	850	0	203,973	IA
2,473	10,775	13,247	2,658	6,510	0	49,514	2,550	0	428,065	IG
745	3,275	4,020	1,539	0	0	7,531	0	0	284,944	IN
12,779	52,629	65,408	18,528	39,224	8,160	90,933	4,250	0	2,746,710	MA
609	2,096	2,705	1,365	1,490	0	6,025	850	0	127,201	MD
1,735	8,679	10,414	1,806	7,579	0	19,768	2,975	0	274,216	NE
5,724	13,067	18,791	6,568	5,150	1,840	21,274	1,700	0	629,754	NN
2,463	6,616	9,079	0	0	0	35,959	0	0	126,128	NR
111	1,539	1,651	130	227		3,201		0	51,855	OA
743	2,424	3,167	1,638	1,360	0	5,836	0	0	175,620	PA
112	229	341	34	227	0	1,130	425	0	39,545	PC
756	2,620	3,376	1,864	1,879	0	7,719	0	0	192,343	PO
4,152	6,419	10,571	2,477	8,616	0	32,005	0	0	326,774	RW
989	4,094	5,083	846	1,587	0	6,025	425	0	211,009	S
4,908	21,582	26,491	5,000	21,896	0	319,490	5,100	0	897,992	SC
13,510	55,217	68,727	20,334	22,446	0	59,681	1,700	0	2,252,541	SO
116	590	706	0	0	0	278,259	0	0	320,279	WAPA
583	1,965	2,548	501	1,134	240	4,330	425	0	98,394	WT
0	0	0	0	0	0	0	0	0	3,891	Bus. Line
113,192	393,328	506,520	114,067	252,415	53,840	2,208,000	58,650		18,879,186	TOTAL

Summary of Year-To-Date Billing Thru October, 1999
(THOUSANDS)

TABLE IIA

BILLING CYCLE	MONTHLY	MONTHLY	ANNUAL		MONTHLY	MONTHLY		MONTHLY	QUARTERLY	MONTHLY	
ORG CODE	SUPPLY	MAIL	MAIL DISTRIB.	TOTAL MAIL	DEDICATED COPIERS	CENTARAL FACILITIES	TOTAL COPYING SERVICE	PRINTING & GRAPHICS	BLDG OCCUP	BLDG ALTERATION	TOTAL BLDG OCCUP
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BCA	9	14	0	14	28	203	231	0	40,139	0	40,139
BPA	279	19	9,500	9,519	0	0	0	657	26,822	0	26,822
CI	832	502	19,000	19,502	959	1,190	2,149	413	139,554	0	139,554
CN	1,302	356	9,500	9,856	427	1,328	1,756	3,994	109,515	0	109,515
CR	8,713	1,816	57,000	58,816	5,544	1,030	6,574	1,507	408,170	0	408,170
DP	30,231	393	19,000	19,393	1,904	4,264	6,168	12,472	728,824	0	728,824
ED	1,101	569	38,000	38,569	539	2,169	2,708	3,909	119,558	0	119,558
EE	12,762	5,042	9,500	14,542	2,025	9,191	11,216	31,616	996,883	0	996,883
EH	13,054	1,136	38,000	39,136	4,752	3,483	8,235	2,177	809,618	0	809,618
EIA	9,013	5,665	76,000	81,665	427	9,143	9,570	33,084	1,314,038	0	1,314,038
EM	14,235	1,331	38,000	39,331	12,966	2,191	15,157	5,361	1,110,488	0	1,110,488
FE	5,323	1,401	19,000	20,401	4,774	2,729	7,503	8,031	479,472	0	479,472
GC	5,468	272	23,750	24,022	1,395	1,402	2,797	2,392	571,928	0	571,928
HG	657	264	9,500	9,764	804	2	806	791	155,193	0	155,193
IA	3,974	68	14,250	14,318	0	1,372	1,372	300	161,580	0	161,580
IG	1,938	676	19,000	19,676	623	1,418	2,041	2,397	327,532	0	327,532
IN	1,419	243	9,500	9,743	2,053	0	2,053	332	258,307	0	258,307
MA	18,532	7,402	223,250	230,652	11,062	12,819	23,881	49,195	2,197,945	0	2,197,945
MD	1,098	205	9,500	9,705	1,111	52	1,163	482	102,318	0	102,318
NE	1,893	2,347	29,500	31,847	3,340	1,527	4,867	1,099	191,968	0	191,968
NN	2,556	1,481	9,500	10,981	4,108	5,432	9,540	3,290	548,063	0	548,063
NR	586	0	0	0	0	0	0	0	80,505	0	80,505
OA	274	18	9,500	9,518	0	17	17	0	36,839	0	36,839
PA	1,646	386	28,500	28,886	5,601	11,487	17,088	10,330	105,668	0	105,668
PC	117	3	9,500	9,503	140	33	174	312	27,282	0	27,282
PO	2,569	341	14,250	14,591	1,306	420	1,726	1,561	157,058	0	157,058
RW	1,202	107	9,500	9,607	715	832	1,547	920	259,830	0	259,830
S	1,545	107	9,500	9,607	2,052	229	2,282	3,718	179,891	0	179,891
SC	14,387	3,005	19,000	22,005	1,379	3,166	4,546	3,290	475,788	0	475,788
SO	15,890	3,231	114,000	117,231	3,981	2,549	6,530	9,085	1,930,917	0	1,930,917
WAPA	0	4	9,500	9,504	0	19	19	3,227	28,564	0	28,564
WT	727	20	9,500	9,520	500	70	571	175	78,224	0	78,224
Bus. Line	3,891	0	0	0	0	0	0	0	0	0	0
TOTAL	177,354	38,491	922,500	960,991	74,631	80,837	155,467	196,499	14,195,382	0	14,195,382

Summary of Year-To-Date Billing Thru October, 1999
(THOUSANDS)

TABLE IIB

BILLING CYCLE	MONTHLY	MONTHLY		MONTHLY	MONTHLY	MONTHLY	ANNUAL	MONTHLY		
ORG CODE	PHONE USAGE	PHONE LINES	TOTAL PHONE SERVICE	DESKTOP SUPPORT	NETWORK	CONTRACT CLOSEOUT	PAYROLL PROCESS	EXECUTIVE INFO SERVICE	INDIRECT FUND ADMIN.	TOTAL OCTOBER
AB	88	622	710	62	551	0	753	425	0	50,663
BCA	16	459	474	321	65	0	941	0	0	42,194
BPA	164	819	982	0	32	0	0	0	0	38,291
CI	1,246	3,046	4,292	1,615	1,263	0	7,907	0	0	177,528
CN	402	2,587	2,990	317	777	0	2,071	0	0	132,577
CR	2,559	15,884	18,443	3,376	12,049	2,160	39,724	19,975	0	579,507
DP	7,254	29,115	36,369	4,824	24,390	5,760	340,387	850	0	1,209,667
ED	761	3,046	3,806	359	1,911	2,080	6,778	3,825	0	184,604
EE	9,871	26,233	36,104	7,642	20,989	11,880	96,393	4,675	0	1,244,700
EH	4,909	24,333	29,242	4,596	21,054	720	57,045	0	0	984,877
EIA	11,561	27,248	38,809	1,350	130	3,440	69,659	0	0	1,560,757
EM	12,533	33,241	45,775	10,575	25,782	6,280	412,306	4,250	0	1,689,539
FE	4,868	14,705	19,573	10,189	10,980	10,800	175,842	850	0	748,965
GC	2,471	11,168	13,639	2,293	7,612	480	30,311	1,700	0	662,642
HG	370	2,489	2,859	438	2,364	0	7,719	850	0	181,441
IA	1,610	4,520	6,130	823	3,142	0	11,484	850	0	203,973
IG	2,473	10,775	13,247	2,658	6,510	0	49,514	2,550	0	428,065
IN	745	3,275	4,020	1,539	0	0	7,531	0	0	284,944
MA	12,779	52,629	65,408	18,528	39,224	8,160	90,933	4,250	0	2,746,710
MD	609	2,096	2,705	1,365	1,490	0	6,025	850	0	127,201
NE	1,735	8,679	10,414	1,806	7,579	0	19,768	2,975	0	274,216
NN	5,724	13,067	18,791	6,568	5,150	1,840	21,274	1,700	0	629,754
NR	2,463	6,616	9,079	0	0	0	35,959	0	0	126,128
OA	111	1,539	1,651	130	227	0	3,201	0	0	51,855
PA	743	2,424	3,167	1,638	1,360	0	5,836	0	0	175,620
PC	112	229	341	34	227	0	1,130	425	0	39,545
PO	756	2,620	3,376	1,864	1,879	0	7,719	0	0	192,343
RW	4,152	6,419	10,571	2,477	8,616	0	32,005	0	0	326,774
S	989	4,094	5,083	846	1,587	0	6,025	425	0	211,009
SC	4,908	21,582	26,491	5,000	21,896	0	319,490	5,100	0	897,992
SO	13,510	55,217	68,727	20,334	22,446	0	59,681	1,700	0	2,252,541
WAPA	116	590	706	0	0	0	278,259	0	0	320,279
WT	583	1,965	2,548	501	1,134	240	4,330	425	0	98,394
Bus. Line	0	0	0	0	0	0	0	0	0	3,891
TOTAL	113,192	393,328	506,520	114,067	252,415	53,840	2,208,000	58,650	0	18,879,186

Annualized Costs as of October, 1999
(THOUSANDS)

TABLE III

ORG CODE	SUPPLY	MAIL	COPYING SERVICE	PRINTING & GRAPHICS	BLDG OCCUP	PHONE SERVICE	DESKTOP SUPPORT	NETWORK	CONTRACT CLOSEOUT	PAYROLL PROCESS	EXEC INFO SERVICE	INDIRECT FUND ADMIN.	TOTAL ANN- UALIZED
AB	5	11	15	39	148	11	2	7	0	1	0	0	239
BCA	3	0	1	6	161	5	3	2	0	1	0	0	182
BPA	3	10	0	32	107	13	0	0	0	0	0	0	165
CI	17	23	28	9	558	51	49	18	0	8	0	0	761
CN	11	16	13	11	438	27	3	7	0	2	0	0	528
CR	95	68	95	150	1,632	227	57	143	22	40	20	0	2,549
DP	255	35	105	82	2,915	490	59	315	12	340	1	0	4,609
ED	32	44	23	38	478	48	14	28	19	7	4	0	735
EE	271	169	189	189	3,988	476	145	292	45	96	5	0	5,865
EH	184	55	117	107	3,238	409	52	273	73	57	0	0	4,565
EIA	189	201	153	802	5,256	516	7	2	52	70	0	0	7,248
EM	232	174	248	156	4,442	622	191	348	38	412	4	0	6,867
FE	118	47	94	296	1,918	263	140	135	101	176	1	0	3,289
GC	80	27	36	173	2,288	172	39	101	4	30	2	0	2,952
HG	7	14	15	151	621	43	6	37	0	8	1	0	903
IA	45	17	4	7	646	88	2	40	0	11	1	0	861
IG	38	31	25	55	1,311	148	42	83	1	50	3	0	1,787
IN	17	14	18	4	1,033	41	20	0	0	8	0	0	1,155
MA	440	283	312	484	9,005	937	370	555	142	91	4	0	12,623
MD	20	11	15	9	421	34	12	24	0	6	1	0	553
NE	34	38	51	31	768	182	23	91	17	20	3	0	1,258
NN	138	35	86	50	2,192	312	126	73	8	21	1	0	3,042
NR	1	0	0	4	322	140	0	0	0	36	0	0	503
OA	5	17	2	8	147	15	3	9	0	3	0	0	209
PA	22	33	200	139	423	29	13	18	0	6	0	0	883
PC	3	10	2	2	136	3	1	2	0	1	0	0	160
PO	33	27	33	71	628	63	34	28	15	8	0	0	940
RW	22	11	27	29	1,039	146	28	114	12	32	0	0	1,460
S	21	11	37	57	720	59	9	20	0	6	0	0	940
SC	186	47	79	79	1,903	352	68	286	6	319	5	0	3,330
SO	287	135	180	160	7,511	645	79	191	0	60	3	0	9,251
WAPA	2	10	1	74	114	10	0	0	0	278	0	0	489
WT	11	15	16	10	294	30	8	16	2	4	0	0	406
Bus. Lin	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	2,827	1,639	2,220	3,514	56,801	6,607	1,605	3,258	569	2,208	59	0	81,307

Comparison As of October, 1999
Annualized Costs to Budget Estimates and Payments

TABLE IV

Dollars in Thousands		Benchmarks		Comparisons		
Org CODE	Total Annualized Cost	FY00 Revised Estimate (FY 2001 Budget/ May 12, 1999)	Payments Advanced	Annual Projected VS Rev Budget (\$)	Annual Projected VS Rev Budget (%)	Payments VS Annual Projected
AB	239	208	0	31	13%	(239)
BCA	182	178	0	4	2%	(182)
BPA	165	142	0	23	14%	(165)
CI	761	705	0	56	7%	(761)
CN	528	705	0	(177)	-34%	(528)
CR	2,549	102	0	2,447	96%	(2,549)
DP	4,609	4,877	0	(268)	-6%	(4,609)
ED	735	726	0	9	1%	(735)
EE	5,865	5,949	0	(84)	-1%	(5,865)
EH	4,565	4,912	0	(347)	-8%	(4,565)
EIA	7,248	7,311	0	(63)	-1%	(7,248)
EM	6,867	7,320	0	(453)	-7%	(6,867)
FE	3,289	3,314	0	(25)	-1%	(3,289)
GC	2,952	2,948	0	4	0%	(2,952)
HG	903	904	0	(1)	0%	(903)
IA	861	1,068	0	(207)	-24%	(861)
IG	1,787	1,809	0	(22)	-1%	(1,787)
IN	1,155	1,174	0	(19)	-2%	(1,155)
MA	12,623	17,093	0	(4,470)	-35%	(12,623)
MD	553	533	0	20	4%	(553)
NE	1,258	1,213	0	45	4%	(1,258)
NN	3,042	7,949	0	(4,907)	-161%	(3,042)
NR	503	521	0	(18)	-4%	(503)
OA	209	0	0	209	100%	(209)
PA	883	863	0	20	2%	(883)
PC	160	0	0	160	100%	(160)
PO	940	791	0	149	16%	(940)
RW	1,460	1,435	0	25	2%	(1,460)
S	940	941	0	(1)	0%	(940)
SC	3,330	3,225	0	105	3%	(3,330)
SO	9,251			9,251	100%	(9,251)
WAPA	489	543	0	(54)	-11%	(489)
WT	406	419	0	(13)	-3%	(406)
Bus. Line	0	0	0	0	0%	0
TOTAL	81,307	79,878	0	1,429	2	(81,307)

11/17/99+

**Annualized Costs With Year-To-Date Funding
As of October 1999
Administrative Services**

Dollars in Thousands

Table Va

Org CODE	SUPPLY			MAIL SERVICES			COPYING			PRINTING & GRAPHICS			BUILDING OCCUPANCY		
	Costs	Payments	Variance	Costs	Payments	Variance	Costs	Payments	Variance	Costs	Payments	Variance	Costs	Payments	Variance
AB	5	0	(5)	11	0	(11)	15	0	(15)	39	0	(39)	148	0	(148)
BCA	3	0	(3)	0	0	0	1	0	(1)	6	0	(6)	161	0	(161)
BPA	3	0	(3)	10	0	(10)	0	0	0	32	0	(32)	107	0	(107)
CI	17	0	(17)	23	0	(23)	28	0	(28)	9	0	(9)	558	0	(558)
CN	11	0	(11)	16	0	(16)	13	0	(13)	11	0	(11)	438	0	(438)
CR	95	0	(95)	68	0	(68)	95	0	(95)	150	0	(150)	1,632	0	(1,632)
DP	255	0	(255)	35	0	(35)	105	0	(105)	82	0	(82)	2,915	0	(2,915)
ED	32	0	(32)	44	0	(44)	23	0	(23)	38	0	(38)	478	0	(478)
EE	271	0	(271)	169	0	(169)	189	0	(189)	189	0	(189)	3,988	0	(3,988)
EH	184	0	(184)	55	0	(55)	117	0	(117)	107	0	(107)	3,238	0	(3,238)
EIA	189	0	(189)	201	0	(201)	153	0	(153)	802	0	(802)	5,256	0	(5,256)
EM	232	0	(232)	174	0	(174)	248	0	(248)	156	0	(156)	4,442	0	(4,442)
FE	118	0	(118)	47	0	(47)	94	0	(94)	296	0	(296)	1,918	0	(1,918)
GC	80	0	(80)	27	0	(27)	36	0	(36)	173	0	(173)	2,288	0	(2,288)
HG	7	0	(7)	14	0	(14)	15	0	(15)	151	0	(151)	621	0	(621)
IA	45	0	(45)	17	0	(17)	4	0	(4)	7	0	(7)	646	0	(646)
IG	38	0	(38)	31	0	(31)	25	0	(25)	55	0	(55)	1,311	0	(1,311)
IN	17	0	(17)	14	0	(14)	18	0	(18)	4	0	(4)	1,033	0	(1,033)
MA	440	0	(440)	283	0	(283)	312	0	(312)	484	0	(484)	9,005	0	(9,005)
MD	20	0	(20)	11	0	(11)	15	0	(15)	9	0	(9)	421	0	(421)
NE	34	0	(34)	38	0	(38)	51	0	(51)	31	0	(31)	768	0	(768)
NN	138	0	(138)	35	0	(35)	86	0	(86)	50	0	(50)	2,192	0	(2,192)
NR	1	0	(1)	0	0	0	0	0	0	4	0	(4)	322	0	(322)
OA	5	0	(5)	17	0	(17)	2	0	(2)	8	0	(8)	147	0	(147)
PA	5	0	(5)	17	0	(17)	200	0	(200)	139	0	(139)	423	0	(423)
PC	22	0	(22)	33	0	(33)	2	0	(2)	2	0	(2)	136	0	(136)
PO	3	0	(3)	10	0	(10)	33	0	(33)	71	0	(71)	628	0	(628)
RW	33	0	(33)	27	0	(27)	27	0	(27)	29	0	(29)	1,039	0	(1,039)
S	22	0	(22)	11	0	(11)	37	0	(37)	57	0	(57)	720	0	(720)
SC	21	0	(21)	11	0	(11)	79	0	(79)	79	0	(79)	1,903	0	(1,903)
SO	287	0	(287)	135	0	(135)	180	0	(180)	160	0	(160)	7,511	0	(7,511)
WAPA	186	0	(186)	47	0	(47)	1	0	(1)	74	0	(74)	114	0	(114)
WT	287	0	(287)	135	0	(135)	16	0	(16)	10	0	(10)	294	0	(294)
Bus. Line	2	0	(2)	10	0	(10)	0	0	0	0	0	0	0	0	0
TOTAL															
3,100 0 (3,100) 1,765 0 (1,765) 2,204 0 (2,204) 3,469 0 (3,469) 56,492 0 (56,492)															

Annualized Costs With Year-To-Date Funding
As of October 1999
Information Management

Dollars in Thousands

Table Vb

Org CODE	PHONES			DESKTOP			NETWORK		
	Costs	Payments	Variance	Costs	Payments	Variance	Costs	Payments	Variance
AB	11	0	(11)	2	0	(2)	7	0	(7)
BCA	5	0	(5)	1	0	(1)	6	0	(6)
BPA	13	0	(13)	0	0	0	32	0	(32)
CI	51	0	(51)	28	0	(28)	9	0	(9)
CN	27	0	(27)	13	0	(13)	11	0	(11)
CR	227	0	(227)	95	0	(95)	150	0	(150)
DP	490	0	(490)	105	0	(105)	82	0	(82)
ED	48	0	(48)	23	0	(23)	38	0	(38)
EE	476	0	(476)	189	0	(189)	189	0	(189)
EH	409	0	(409)	117	0	(117)	107	0	(107)
EIA	516	0	(516)	153	0	(153)	802	0	(802)
EM	622	0	(622)	248	0	(248)	156	0	(156)
FE	263	0	(263)	94	0	(94)	296	0	(296)
GC	172	0	(172)	36	0	(36)	173	0	(173)
HG	43	0	(43)	15	0	(15)	151	0	(151)
IA	88	0	(88)	4	0	(4)	7	0	(7)
IG	148	0	(148)	25	0	(25)	55	0	(55)
IN	41	0	(41)	18	0	(18)	4	0	(4)
MA	937	0	(937)	312	0	(312)	484	0	(484)
MD	34	0	(34)	15	0	(15)	9	0	(9)
NE	182	0	(182)	51	0	(51)	31	0	(31)
NN	312	0	(312)	86	0	(86)	50	0	(50)
NR	140	0	(140)	0	0	0	4	0	(4)
OA	15	0	(15)	2	0	(2)	8	0	(8)
PA	29	0	(29)	2	0	(2)	8	0	(8)
PC	3	0	(3)	200	0	(200)	139	0	(139)
PO	63	0	(63)	2	0	(2)	2	0	(2)
RW	146	0	(146)	33	0	(33)	71	0	(71)
S	59	0	(59)	27	0	(27)	29	0	(29)
SC	352	0	(352)	37	0	(37)	57	0	(57)
SO	645	0	(645)	180	0	(180)	160	0	(160)
WAPA	10	0	(10)	79	0	(79)	79	0	(79)
WT	30	0	(30)	180	0	(180)	160	0	(160)
Bus. Line	0	0	0	1	0	(1)	74	0	(74)
TOTAL	6,591	0	(6,591)	2,370	0	(2,370)	3,627	0	(3,627)

**Annualized Costs With Year-To-Date Funding
As of October 1999
Contract Management & Corporate Systems**

Dollars in Thousands

Table Vc

Org CODE	CONTRACT CLOSEOUT			PAYROLL PROCESSING			EXECUTIVE INFO SERVICE			INDIRECT FUND ADMIN		
	Costs	Payments	Variance	Costs	Payments	Variance	Costs	Payments	Variance	Costs	Payments	Variance
AB	0	0	0	1	0	(1)	0	0	0	0	0	0
BCA	161	0	(161)	1	0	(1)	0	0	0	0	0	0
BPA	107	0	(107)	0	0	0	0	0	0	0	0	0
CI	558	0	(558)	8	0	(8)	0	0	0	0	0	0
CN	438	0	(438)	2	0	(2)	0	0	0	0	0	0
CR	1,632	0	(1,632)	40	0	(40)	20	0	(20)	0	0	0
DP	2,915	0	(2,915)	340	0	(340)	1	0	(1)	0	0	0
ED	478	0	(478)	7	0	(7)	4	0	(4)	0	0	0
EE	3,988	0	(3,988)	96	0	(96)	5	0	(5)	0	0	0
EH	3,238	0	(3,238)	57	0	(57)	0	0	0	0	0	0
EIA	5,256	0	(5,256)	70	0	(70)	0	0	0	0	0	0
EM	4,442	0	(4,442)	412	0	(412)	4	0	(4)	0	0	0
FE	1,918	0	(1,918)	176	0	(176)	1	0	(1)	0	0	0
GC	2,288	0	(2,288)	30	0	(30)	2	0	(2)	0	0	0
HG	621	0	(621)	8	0	(8)	1	0	(1)	0	0	0
IA	646	0	(646)	11	0	(11)	1	0	(1)	0	0	0
IG	1,311	0	(1,311)	50	0	(50)	3	0	(3)	0	0	0
IN	1,033	0	(1,033)	8	0	(8)	0	0	0	0	0	0
MA	9,005	0	(9,005)	91	0	(91)	4	0	(4)	0	0	0
MD	421	0	(421)	6	0	(6)	1	0	(1)	0	0	0
NE	768	0	(768)	20	0	(20)	3	0	(3)	0	0	0
NN	2,192	0	(2,192)	21	0	(21)	1	0	(1)	0	0	0
NR	322	0	(322)	36	0	(36)	0	0	0	0	0	0
OA	147	0	(147)	3	0	(3)	0	0	0	0	0	0
PA	147	0	(147)	6	0	(6)	0	0	0	0	0	0
PC	423	0	(423)	1	0	(1)	0	0	0	0	0	0
PO	136	0	(136)	8	0	(8)	0	0	0	0	0	0
RW	628	0	(628)	32	0	(32)	0	0	0	0	0	0
S	1,039	0	(1,039)	6	0	(6)	0	0	0	0	0	0
SC	720	0	(720)	319	0	(319)	5	0	(5)	0	0	0
SO	7,511	0	(7,511)	60	0	(60)	3	0	(3)	0	0	0
WAPA	1,903	0	(1,903)	278	0	(278)	0	0	0	0	0	0
WT	7,511	0	(7,511)	4	0	(4)	0	0	0	0	0	0
Bus. Line	114	0	(114)	0	0	0	0	0	0	0	0	0
TOTAL												
63,856 0 (63,856) 2,206 0 (2,206) 59 0 (59) 0 0 0												

TOTAL ANNUAL ESTIMATE		
Costs	Payments	Variance
239	0	(239)
345	0	(345)
304	0	(304)
1,289	0	(1,289)
980	0	(980)
4,184	0	(4,184)
7,324	0	(7,324)
1,209	0	(1,209)
9,744	0	(9,744)
7,629	0	(7,629)
13,398	0	(13,398)
11,132	0	(11,132)
5,220	0	(5,220)
5,303	0	(5,303)
1,646	0	(1,646)
1,475	0	(1,475)
3,049	0	(3,049)
2,190	0	(2,190)
21,353	0	(21,353)
961	0	(961)
1,974	0	(1,974)
5,162	0	(5,162)
829	0	(829)
354	0	(354)
976	0	(976)
961	0	(961)
956	0	(956)
2,065	0	(2,065)
2,007	0	(2,007)
3,578	0	(3,578)
16,829	0	(16,829)
2,771	0	(2,771)
8,627	0	(8,627)
201	0	(201)
145,680 0 (145,680)		